

# How to get your Business Started

So you want to start or move your business here to Cedar City?

First, let us say thank you for choosing Cedar City and that you couldn't have picked a better place, here are some reasons why.

Second, what is your business type? Each business has there own list of requirements and this page is to assist you in streamlining your business application process to help you get your business up and running faster.

## Restaurant

- Restaurants must complete a Pretreatment Application to ensure all requirements and codes will be met. Please complete the application and once processed, you will receive a phone call to schedule an appointment to inspect your restaurant and make sure it is up to code. For questions regarding the application, please contact Peter Sury at (435)867-9426 or spete@cedarcity.org. For additional information, please click here or you can visit the Southwest Utah Public Health Department.
- Restaurants and all other businesses are subject to sign ordinances. Depending on where your business is located, it is subject to different ordinances. We recommend that you discuss signs ordinances with Larry Palmer, the Chief Building Official and Zoning Administrator. He can be contacted at (435)865-5117 or plarry@cedarcity.org.

#### Retail

- Cedar City has a wide <u>variety of locations</u> to choose from for your retail shop. However, depending on your location and what type of retail shop your are operating, you may be subject to specific ordinances. <u>Chapter 23 of the City Ordinances</u> may be able to answer questions you may have.
- Water is always a concern because of where Cedar City is located. We **strongly** recommend that you discuss your water needs with Peter Sury, Pretreatment Coordinator. He can be reached at (435)867-9426 or spete@cedarcity.org. For more information on water, water conservation, water waste management, visit the <u>Public Works</u> website.
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# Manufacturing

- Like retail, there are <u>several areas</u> that can cater to your specific needs. Whether you
  are looking for an existing building or want to build to suit; Cedar City has plenty of
  options that will best serve your manufacturing needs. Additionally, Cedar City has a
  dedicated area that is properly zoned for manufacturing called <u>Port 15 Utah</u>.
- Water is always a concern because of where Cedar City is located. We strongly recommend that you discuss your water needs with Peter Sury, Pretreatment Coordinator. He can be reached at (435)867-9426 or spete@cedarcity.org. For more information on water, water conservation, water waste management, visit the <u>Public Works</u> website.

Finally, below are some questions/tips to ensure you are ready to operate in Cedar City.

- 1. Begin looking at available properties.
- 2. Once you have selected your location, we **strongly** recommend that you set up an appointment with Larry Palmer (435-865-5117 or plarry@cedarcity.org), Chief Building Official and Zoning Administrator. He will be able to let you know if your desired location is zoned for your business along with any other additional information/ordinances that your business may be subject to (i.e. signs). For more information about zoning, visit the Engineering website.
- 3. Have you registered your business name with the state? If not, click <u>here</u> to get started. Additionally, the same website can give you your Employer Identification Number (EIN) or also know as Federal Tax Identification Number from the IRS and help you gain coverage for your Unemployment Insurance. You may also receive your Sales and Use Tax License or Use Tax Only from the Utah State Tax Commission. If you wish to print and complete the sales tax application, you can click <u>here</u>.
- 4. After you have received all the necessary identification numbers and other required items, you are now ready to complete a business application for Cedar City. Click <a href="https://hereito.org/
- 5. If you are opening a restaurant, you are required to complete the Pretreatment Document, regarding grease and other restaurant obligations.

## **Additional Resources**

- We recommend you set up an appointment with Joni Anderson or Craig Isom with the <u>SUU Business Resource Center</u>. They will be able answer any additional questions you may have regarding your business and the start up process (i.e. financing, marketing, business planning, growing your business, etc) allowing for you to hit the ground running with your business.
- 2. The Cedar City Chamber of Commerce may be a valuable resource to you. Scott Jolley is the President & CEO; he would be more than happy to discuss with you the benefits of joining the Chamber and resources they are capable of giving you. Scott can be contacted at (435)586-4484 or director@infowest.com. To read about the benefits and the Chamber itself, please visit the Chamber's website.
- 3. If you have any other questions, please look at the <u>FAQs</u> to see if it has been answered or visit <u>Chapter 23 of Cedar City's Business Regulation Ordinances.</u>